## Project Plan

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Milestone	Task	Assignee	Deadline
Proof of Concept	Create basic user account Define username, name, password	Kelly Ho, Grace	11/17
	Create admin user account Define username, name, password	Kelly Ho, Grace	11/17
	Create meeting component Define and design a meeting component	Kelly He	11/17
	Users add/delete tags Users can add/delete tags from predefined static tags list	Kelly Ho, Grace	11/18
	Create a hardcoded all meetings feed with meeting details Time, location, tag(s), content/agenda	Kelly He	11/18
	Create hardcoded users & user component Define all possible ranks and badges. Users with icon/badge next to their name in all places if user reaches a threshold for points.	Zach	11/18
MVP	Link app with database Link app data with MongoDB	Kelly He	11/22
	Admin create/delete meetings Define meeting details, including tags from preset list of tags	Zach	11/24
	Admin add new tags Create tags and indicate similar tags	Zach	11/24
	Recommended meetings feed Using hard-coded tags table lookup, meetings with tags similar to ones user likes will appear here	Grace	11/29
	Upcoming meetings feed Meetings user mark as going/maybe will appear in upcoming meetings feed	Kelly He	11/29

	Attendance tracking system Users enter code that the host of meeting shares, to indicate they attended; users receives points for attending	Kelly Ho	11/30
	User receives badges If user reaches threshold, tag will be shown next to name	Zach	11/30
	Simple history/stats visualizations for users Overall history stats (total meetings attended, total minutes, etc)	Kelly Ho, Grace	11/30
	Add basic styling Color scheme, minimal styling to make it more representative of the final product	Kelly He	11/30
Finished Product	Dynamic topic recommendation Users with similar interests get recommended similar tags to follow	Kelly He, Kelly Ho, Grace, Zach	12/5
	Integrate app with Google Calendar Sync saved meetings with a Google Calendar, which a user can add to their own Google Calendar	Kelly He, Kelly Ho, Grace, Zach	12/7
	Polished UI/Styling Use design heuristic principles to make app user-friendly.	Kelly He, Kelly Ho, Grace, Zach	12/7
	History/stats for users Segmented comparisons of history states (month-by-month comparisons)	Kelly Ho, Grace	12/7

If something goes wrong, we will cut the gamification functionalities for the app and the Google calendar integration. While adding game mechanics to the app would likely increase civic engagement, it wouldn't affect the core purpose of the app. At the very least, we want the app to show upcoming meetings to the general public and allow them to be tagged by topic. We will drop tasks related to gamification in favor of recommended topics if necessary.